

**Minutes of the Meeting of the Board of Trustees  
Village of McLean  
September 13, 2021**

Trustee Ashley Billington called the regular monthly meeting of the Trustees of the Village of McLean to order at 7:00 p.m. on Monday, September 13, 2021.

ROLL CALL –Ashley Billington, Bonnie Shifflet, Jeff VanDyke, Grant Breakville, Megan Belmar, Amanda Webster. Absent: Village Clerk – Sharon Leipold. Also present: Police Chief Chris Lane, Police Sergeant Bryan Blair, Public Works Superintendent Greg Rutherford, Treasurer Karen Williams, Warren Ribley (via ZOOM), Robert McGlade – Striegel Knobloch and Co. LLC, Aaron Hammel (via ZOOM) and Attorney Mark McGrath (via ZOOM).

Grant Breakville made a motion to appoint Karen Williams as Recording Secretary for the September 13, 2021 meeting, second by Megan Belmar. ROLL CALL: Shifflet - aye, VanDyke - aye, Breakville- aye, Belmar – aye, Webster – aye, Billington – aye. Motion carried.

Jeff VanDyke made a motion to appoint Ashley Billington President Pro Tem; second by Amanda Webster. VanDyke - aye, Breakville- aye, Belmar – aye, Webster – aye, Billington – aye, Shifflet - aye. Motion carried.

Grant Breakville made a motion to adopt Ordinance# 21-09-13 Providing Amendments Relating to Remote Attendance Policy; second by Jeff VanDyke. Breakville- aye, Belmar – aye, Webster – aye, Billington – aye, Shifflet – aye, VanDyke - aye. Motion carried.

Due to the adoption of the Remote Attendance Policy; Aaron Hammel took over presiding over the meeting as Village President.

Ashley Billington made a motion to accept Chief Chris Lane’s resignation as of September 24, 2021; second by Grant Breakville. Belmar – aye, Webster – aye, Billington – aye, Shifflet – aye, VanDyke – aye, Breakville - aye. Motion carried. President Hammel noted that Chief Lane would be fully compensated for all unused vacation hours and insurance coverage would be effective through September 30, 2021.

President Hammel nominated Sergeant Bryan Blair as the Village of McLean Police Chief effective September 25, 2021 for a term of eighteen (18) months. Motion by Ashley Billington to accept the nomination of Bryan Blair for Police Chief, effective September 25, 2021 for a term of eighteen months; second by Jeff VanDyke. Billington – aye, Shifflet – aye, VanDyke – aye, Breakville – aye, Belmar – aye, Webster - aye. Motion carried.

### **Minutes Approval:**

The minutes of the August 2, 2021 were discussed. The following corrections are to be made:

- Page 1, Paragraph 5 – change sworn to swore
- Page 1 – Paragraph 9, line 2 change sentence to read Webster asked about the water coming from Ludy’s property at 401 S: East St and cars parked too close to the corner. Same paragraph line 3 – correct word usage should be parking too close
- Page 2 – Paragraph 1 – American Care Recovering Act should be American Rescue Plan Act
- Page 2 – Paragraph 2 – Line 2 – add the word stated after Mr. Gentry
- Page 2 – Paragraph 3 – line 1 add the word asked after the word and
- Page 4 – Paragraph 1 – Line 2 delete the word to after the word like

Jeff VanDyke made a motion to approve the minutes as amended; second by Grant Breakville. All ayes – motion carried.

### **Monthly Disbursements:**

The monthly bills that were paid and those waiting for approval to pay were presented.

President Hammel noted that a \$50,000 principal only payment was made on the water tower loan.

Ashley Billington made a motion to approve the monthly disbursements; second by Bonnie Shifflet. Shifflet – aye, VanDyke – aye, Breakville – aye, Belmar – aye, Webster – aye, Billington - aye. Motion carried.

### **Public Input:**

NONE

### **Committee Reports:**

NONE

## **Department Reports:**

### **Police:**

Chief Lane reported the following:

He is already working on the transition to Bryan Blair as Police Chief. He noted that Bryan has to have 80 hours of classes to be certified as a full-time police chief.

### **Public Works:**

Superintendent Rutherford reported the following:

- There were electrical outages
- Still working on sidewalks
- MFT Chip and Seal has been completed
- He will provide prices for upgrading the lift station
- Results of the Arsenic test have not been received yet
- Permit for the Water Main is not approved yet by the EPA

### **Treasurer/Office:**

Treasurer Williams reported the following:

- The 1<sup>st</sup> payment from the American Rescue Plan Act has been received
- The board packet included the financial statements for the first quarter of Fiscal Year 2022 (May – July 2021) Any explanations of variances are noted in the summary; overall the Village's financials are in good shape, operating in the black
- A regular finance meeting will be scheduled for December

## **Old Business:**

### **Arsenic**

Sample has been sent – results not received

### **Depot Phased Plan**

No report

### **Dangerous Buildings and Specific Addresses**

- Chief Lane reported that the Gordon property on Main Street has been cleaned up
- President Hammel noted that the Edwards barn has been taken down

### **Employee Safety Training**

No report

### **Park Pavilion – Surveillance Cameras**

Chief Lane presented the proposal from Gov Tech Support on installing surveillance cameras in the park pavilion along with the appropriate power sources and first year maintenance visits.

Grant Breakville noted that he wants to consider two more options; possibly Simpli-Safe and one other option.

Attorney McGrath noted that the specifications need to include that all components are industrial strength and that videos will provide for the standards for evidence to be admissible in court.

The trustees elected to table this discussion until October.

### **New Business:**

#### **Presentation of Fiscal Year 2021 Audit**

Robert McGlade from Striegel Knobloch and Co, LLC presented the audit report. He noted the following:

- Management is responsible for the fair presentation of the financials.
- The auditors' responsibility is to express an opinion the managements financial statements based on the audit to be assured that the financial statements are free of material misstatements
- In their opinion the financial statements present fairly the financial position of the governmental activities and business-type activities of the Village; therefore, their opinion is stated as an "unmodified opinion"
- No internal control deficiencies were noted

- Budgetary controls are working

Jeff Van Dyke made a motion to accept and approve the Fiscal Year 2021 Audit; second by Amanda Webster. VanDyke – aye, Breakville – aye, Belmar – aye, Webster – aye, Billington – aye, Shifflet - aye. Motion carried.

### **Presentation by Consultant – Warren Ribley**

Warren provided the following updates:

- He has worked with Katie Funk (Village of McLean’s website coordinator) to have a special section under the Business Tab – labeled “Development Opportunities”. There is a map of the TIF area and a listing of 7 properties that are available for development
- He has spoken to the project development at Road Ranger; he noted that they have no major development plans for their property; that their business model does not include selling land – but that they would consider a lease arrangement for a portion of their land

### **Water Leak Adjustment – Acct# 0830 - Kirby**

President Hammel explained to the trustees that the current policy has been in place since 2009 and has worked quite well; however, the trustees disregarded that policy when they voted to approve an adjustment at the June 7, 2021 board meeting and provide an adjustment of over \$500.

The document provided for this adjustment (Acct# 0830) was calculated using the prior policy. That adjustment equates to \$57.25.

Grant Breakville made a motion to provide an adjustment in the amount of \$57.25 for Account #0830; second by Amanda Webster. Breakville – aye, Belmar – aye, Webster – aye, Billington – aye, Shifflet – aye, VanDyke - aye. Motion carried.

### **Water Leak Adjustment Policy**

Based on the statement from President Hammel in the preceding item; he explained to the trustees that the policy needs clarification or refinement since the prior policy has now been discarded.

After discussion of ideas, Jeff VanDyke made the motion to adopt the following water leak adjustment policy: All water bill adjustments are to be presented to the village board

effective September 14, 2021; One adjustment per customer per 12-month period will be allowed; the requestor of the adjustment or their representative has to appear before the village board at a regularly scheduled board meeting to present their request; second by Megan Belmar. Belmar – aye, Webster – aye, Billington – aye, Shifflet – aye, VanDyke – aye, Breakville - aye. Motion carried.

### **Employee Raises**

President Hammel explained to the trustees that this item was on the agenda for informational purposes only. He has been approached by others who were told that employee raises were based on how close that employee was to retirement.

He wanted the trustees to state openly how raises were determined and he wants that publicly recorded in the board minutes.

President Hammel stated that during the July 2021 board meeting raises were based on performance with input provided by supervisors. The trustees agreed that raises were performance based.

### **Traffic on Truck Route**

President Hammel noted that millings have been spread at the elevator and that Enterprise drive is already asphalt. He noted that the measures that have been taken to reduce dust in that area are appropriate and sufficient.

### **Water Discharge – 401 S. East**

During discussion, it was noted that trustees and residents are concerned about the amount of water in the street.

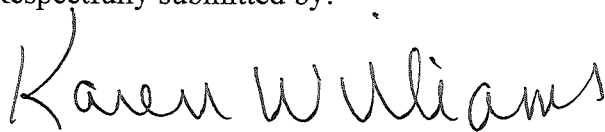
Attorney Mark McGrath suggested that someone in the police department reach out to the homeowner and suggest to the homeowner that the source of the problem be identified so that a solution to the problem can be sought.

**Adjourn Meeting:**

Grant Breakville made a motion to adjourn the meeting; second by Megan Belmar. All ayes – motion carried.

Meeting adjourned at 8:22 p.m.

Respectfully submitted by:

A handwritten signature in cursive script that reads "Karen Williams". The signature is written in black ink and is positioned above a horizontal line.

Karen Williams

Recording Secretary